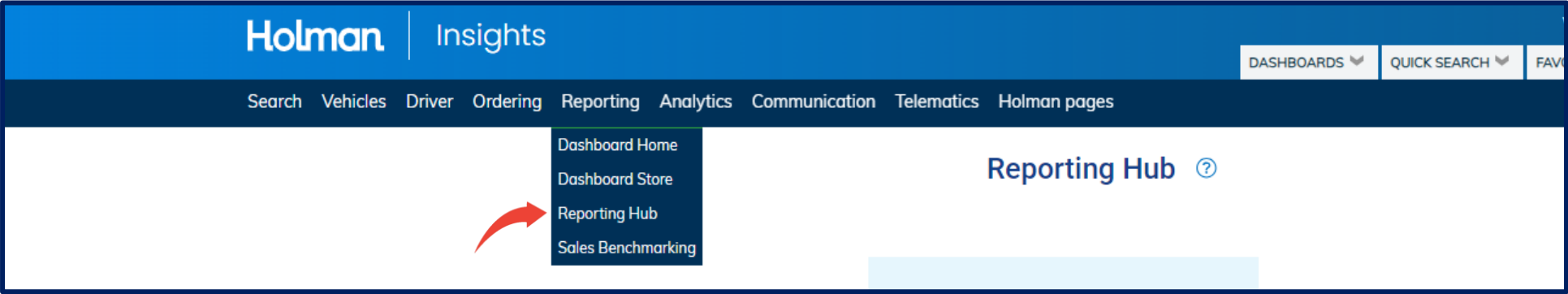# How to Generate a Fuel Statistics and MPG Report in Holman

Click on the **Reporting** tab, then choose **Reporting Hub**



Click **Find** Under **Search Bi Templates**

Search **Fuel Statistics and MPG Report** under Search Term and click **Search**
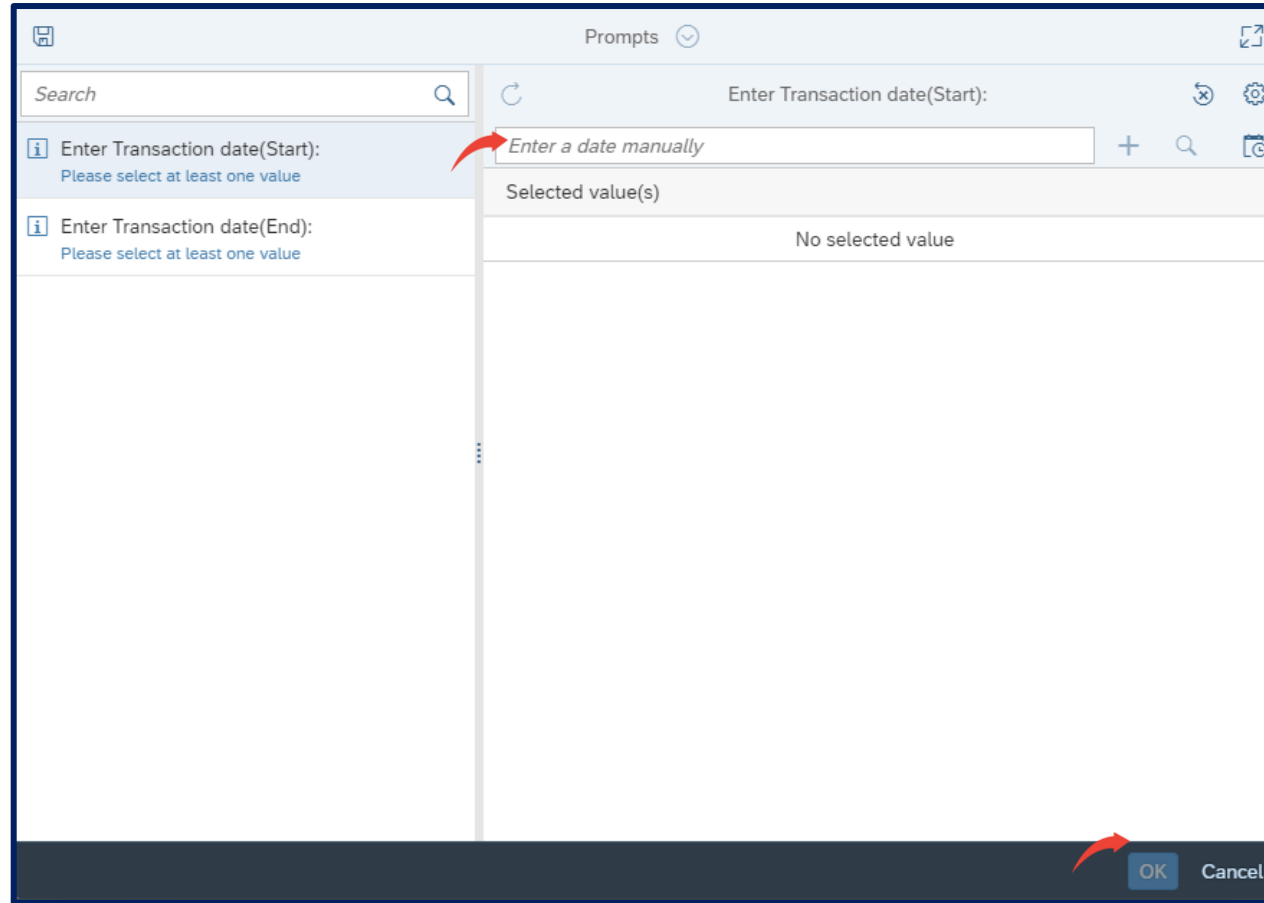
Click on **Fuel Statistics and MPG,** and the prompt screen will appear



Enter **Start** and **End** transaction dates and click **OK**

Once the report generates, you can download it by clicking the export symbol, then choose **All Reports,** and then click **Export**
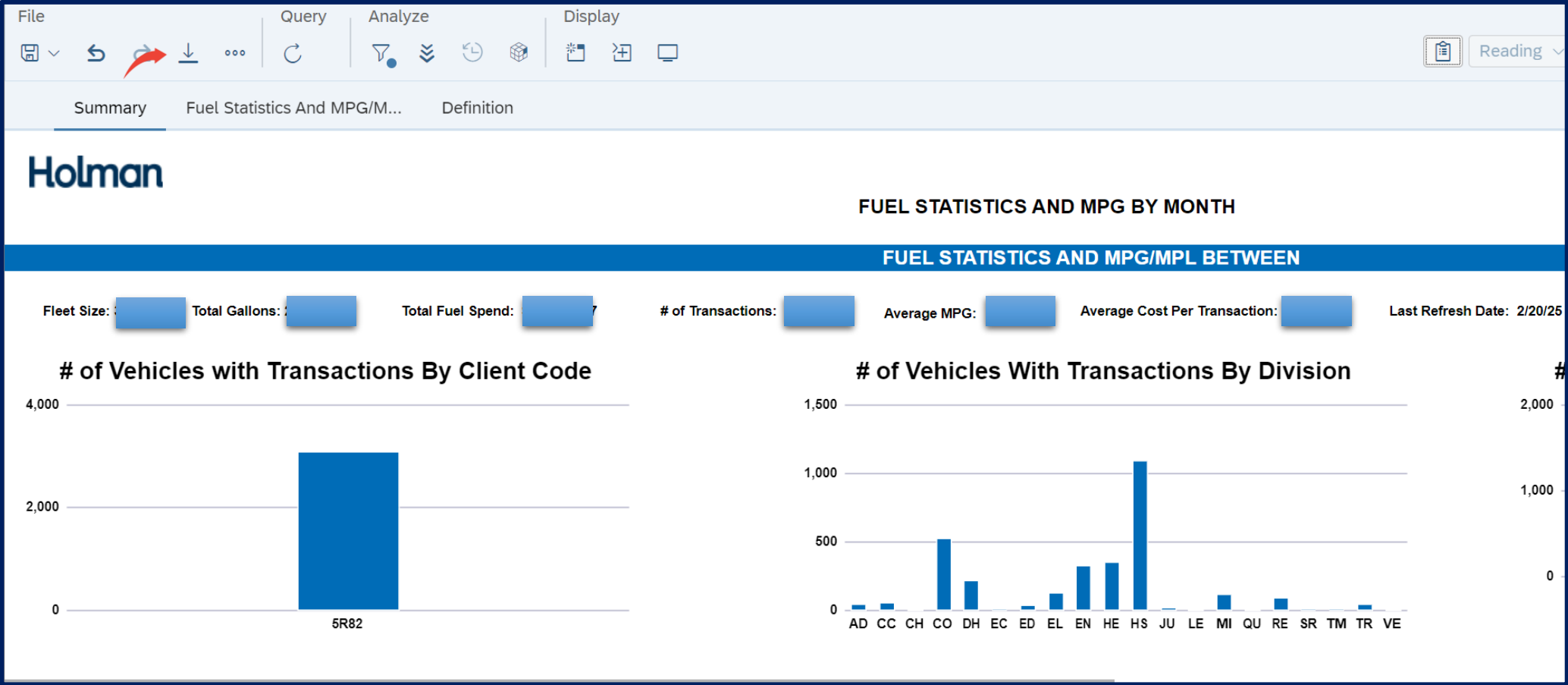


If you have any questions, please contact Fleet Management
   Phone number:  1-855-817-1910
   Email:  Fleet@wv.gov